

**HEAD OFFICE**

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Molemole Municipality

ALL CORRESPONDENCE TO BE ADDRESSED TO THE MUNICIPAL MANAGER

**MOREBENG BRANCH OFFICE**

25 Cnr. Roets & Viviers Street  
MOREBENG 0810  
Telephone : (015) 397 4333 / (015) 397 4327  
Fax no : (015) 397 4334

[www.molemole.gov.za](http://www.molemole.gov.za)

**Enquiries: Ralephenya T.D**

**Reference: FIN/013/2022/23**

**29 NOVEMBER 2022**

**REQUEST FOR QUOTATION FROM SERVICE PROVIDERS REGISTERED ON CENTRAL SUPPLIER DATABASE (CSD) TO PROVIDE MSCOA TRAINING FOR MUNICIPAL OFFICIALS FOR TWO DAYS( MODULE 1,2,3):**

**1. Specification**

Description	QTY	Amount
<b>MSCOA TRAINING FOR MUNICIPAL FINANCE OFFICIALS FOR TWO DAYS( MODULE 1,2,3)</b>	<b>32</b>	
<b>Subtotal</b>		
<b>V.A.T @ 15 %</b>		
<b>Total cost (Including V.A.T)</b>		

**The following documentation should be attached to the quotations:**

- a) The recent up-to-date central supplier database (CSD) registration report detailing all compliance requirements; [Last verified between the advert date and the closing date]
- b) Tax compliance status pin
- c) Certified **COPY** BBBEE certificate (to claim preference points. Failure to submit does not disqualify the bidder but will lead to forfeiture of the preference points)
- d) Fully signed and completed declaration of interest form [downloadable from [www.molemole.gov.za](http://www.molemole.gov.za)]
- e) Fully signed and completed MBD 9 form [downloadable from [www.molemole.gov.za](http://www.molemole.gov.za)]

**N.B. Failure to attach the above documents will disqualify the bidder from further evaluation.**

**Vision: A developmental people driven organization that serves its people"**

**Mission: To provide essential and sustainable services in an efficient and effective manner.**

### Stage 1: Evaluation on functionality

Under functionality, Bidders must achieve a minimum of 80% of the total points (rounded to the nearest decimal point) for functionality (quality) in order to be considered for further evaluation in stage 2 (Evaluation on Price and BBBEE).

Criteria	Weights	Applicable values
Proof of RELEVANT experience by the bidding company in Providing MSCOA Training/ Awareness. Attach 3 appointment letters / Orders with contactable references on Client's company letterhead <b>Attach a maximum of 03 projects only</b>	50	Average = 2 Good = 3 Very good = 4
Attach the Certificate of preferred MSCOA trainer by National Treasury.	15	Excellent = 5
Attach the Mscoa module 1,2 and 3 trainer Certificate by National Treasury	35	
<b>Total</b>	<b>100</b>	

#### The following conditions will apply:

- a) Quotations must be on an official letterhead of the company
- b) Price(s) quoted must be valid for fourteen (14) days from the date of this offer
- c) Incomplete quotations will be disqualified from further evaluation
- d) Payment will be effected within 30days of receipt of invoice.
- e) Quotations will be evaluated on 80/20 preference point system. Whereas 80 points will be for price and 20 will be for preference as per PPPFA of 2000, BBBEEA of 2003 and Preferential Procurement Regulation of 2017.
- f) The Municipality is not bound to accept the lowest or any bid and reserve the right to not accept any quotation either wholly or a part thereof;

Kindly direct all technical enquiries to **Ms. Wiso P M** at **015 501 2303** between 08:00 and 16:30. All quotations should be submitted at Mogwadi Municipal RFQ Box by the **06 December 2022 at 11h00**, clearly marked "**MSCOA TRAINING**". No quotations will be accepted after the closing date. Molemole municipality reserves the right to accept any quotations.



**Zulu KCW**

**Acting Municipal Manager**

**FIN/013/2022/23**

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